



Vista Lakes Community Association, Inc.

Board of Directors Meeting  
September 17, 2015  
Minutes by Sharon Eichorn, Community Director

**Resident Open Forum**

**Ten residents in attendance**

Topic: Resident inquiry and discussion about agenda item of pool cleaning performed by contracted pool cleaning company vs. in house maintenance.

**Establish Quorum:** Karl Brown, Israel Collazo, Scott Fehringer, Jerry Harris, Gary Schuett and Katherine Sebestyen. Absent: Christian Lau

**Call to Order:** Meeting was called to order at 6:36pm by HOA President, Jerry Harris. Proof of notice was verified by Sharon Eichorn. Meeting was rescheduled from September 8, 2015 due to lack of quorum.

**Approval of Prior Meeting Minutes**

Motion was made by Izzy Collazo to approve minute from August 13, 2015 with no changes. Motion was second by Karl Brown, all in favor, motion passed.

**Community Director's Report:** Sharon Eichorn stated she sent out Director's report prior to September 8<sup>th</sup> meeting. Sharon asked if there were any questions or comments, there were none.

**Community Manager's Report:** Monte Brown stated he sent his report out prior to September 8<sup>th</sup>. He asked if there were any questions or comments. Jerry asked if he had received Tom MacCubbins report. Monte had and sent it out but would resend it. Monte was asked about TOPS functionality and if improvements had been made. Monte replied TOPS had improved but was still uncovering issues with the timing of the notices and expected they would be resolved in the next few days. Jerry asked if there were any files that needed to be reviewed for legal action. Monte said files were on hold except for one fence paint violation in Waverly. Monte confirmed owner had received all notices according to policy and received letter from attorney. Monte explained mediation cost and asked if the Board was ready to move to mediation. Owner has not requested an extension for time. There was a consensus of the Board to continue legal action with the next step being mediation. Resident asked and it was agreed that the number of new violations written each month could be added to Managers' report.

**Committee Updates**

**Ad-Hoc (Vista Park)** Ron Cumello speaker for the committee explained the city meetings that were scheduled with the city where the Vista Park Development was on the agenda. Ron expressed the importance of making the residents aware what impact the process and development could have on Vista Lakes residents and surrounding neighbors in the area known as Vista East. The focus at this time is that matters not be shoved through without questions being raised. The existing must be protected from future negative impact. The ad hoc committee had prepared a two-page and five -page information packets. Two articles were written for the newsletter and the two-page information packet was used as an insert. The newsletter should be mailed out the following week. Meeting dates were repeated and the importance of attendance was stressed. Ron and Carol explained how city and county meetings are operated.

Jerry committed to creating an email address for the committee use.

\$2200.00 was approved by consensus of the Board for the cost of printing and mailing directly to all Vista Lakes residents information from the ad hoc committee.

## Committee Reports

**Amenities:** Carol Schuett reported for the Amenities committee. The committee had been requested by the Board to review the pool guests rules, specifically the allowance of residents to check in guests and leave and not to be required to stay with them in the pool area. The amenities committee reviewed the request to allow guests pool use in the absence of the homeowner after signing in. The committee recommended the rules not to be changed. Homeowners may arrange for short and long term passes with a minimum one day notice. Same day passes were not recommended. The Board consensus was to keep the current rules with no changes.

Shade for patio area was requested for the 2016 spring and summer season. The committee requested to spend \$350.00 for a canopy as a trial. If the shade is used the committee will make a recommendation to purchase permanent structure in budget year 2017. Board was in agreement this was a good plan.

Scott made a motion to accept a gazebo restoration proposal in the amount of \$8380.00 to Cate's Premier Painting; motion was second by Jerry, all in favor motion approved.

Funds to be drawn from reserves. Other bids were obtained in higher amounts. This proposal includes restoration of metal work and painting of the roofs on 2 park gazebos located in Amhurst and Newport parks and the pool gazebo at the clubhouse.

Scott asked the amenities committee to consider a "House of the Month" award. Carol said it would be discussed at the next committee meeting.

**ARC:** ARC report was sent out earlier by Jim Shelton. ARC Committee requested to change committee meeting date from the first and third Wednesdays to the first and third Tuesdays. Board was in agreement. Board approved day only change on ARC application. Change was made and Jerry to update the web. Community calendar will be changed meeting the two notice requirement.

**Communications:** Jerry sent out report prior to the meeting. October newsletter is being printed and will be mailed before the end of September. Website usage continues to increase.

**Finance:** Ron Cumello representing the fiancé committee presented the 2016 proposed budget. There will be no increase in assessments for 2016. Some changes and adjustments were made from 2015. The budget will be presented to the board for approval at the October Board workshop. Due to the CDD withdrawing from the maintenance shared expenses and duties, the Board was in agreement to send the two maintenance men to pool technician training and to bring the pool cleaning in-house. Much discussion of the pros and cons took place before a unanimous agreement was made to bring pool cleaning in-house in 2016. Neighborhood funds were eliminated. Craig Rastello, CPA is to get advice on operating contingency.

**Scott met with bank in consideration of a higher rate on investments.**

## Old Business

Job Descriptions are to be reviewed by Alpha Source for professional editing. Maintenance job description will have to be updated to include pool cleaning.

TOPS was discussed earlier in Manager's report

Jazz Night attendance was set by board that minimum of 75 tickets must be reserved by September 20, 2015 to prevent cancelation of event of September 21, 2015.

## New Business

Pool Cleaning will be done by maintenance staff in 2016.

Maintenance Vehicle is expected to be replaced in 2016. \$7500 was approved and put into the

2016 budget.

Trunk or Treat is set for October 31 6:00pm-8:00pm.

**Adjournment:** Jerry called for any other business. As there was no other business meeting adjourned at 9:59pm.

**Next Meeting:** October 8, 2015 6:30pm